

ABSTRACT

The invention relates to a punching and binding machine for stacks of sheets. The machine comprises a punching mechanism (10) which has an insertion gap (12) with adjustable low and lateral stops (112, 66) for the sheets to be punched as well a number of punching blades (45, 56). Individual punching blades (56) are part of the selectable blade (54) which can be decoupled from the remaining punching blades. The inventive machine is also provided with a binding mechanism (16) for binding the stack of sheets by using an elastically expandable binding back. In order to simplify the operability of the machine, a setting element is provided for simultaneously actuating an adjusting mechanism for the lateral stop (66), and a coupling mechanism is provided for the selectable blade (54). In addition, a measuring device (24) is provided for determining the thickness of the stack of sheets to be found, and a device which is coupled to said measuring device is provide for adjusting the delimiting stop for the binding mechanism (16) as well as for adjusting the low stop (112) in the insertion gap for the punching mechanism (10) in accordance with the measured thickness of the stack of sheets.